



**Special Joint Meeting of the Adrian City Council  
and Adrian Public Utilities Commission  
Tuesday, December 6, 2022 at 8 am**

**Adrian Government Center, Council Chambers, 209 Maine Avenue, Suite 106, Adrian, MN**

- 1. Call to Order:** Mayor Faber called a special meeting of the Adrian City Council to order at 8:00 am. President Tannar Heronimus called the special meeting of the Public Utilities Commission to order at 8:02
- 2. Roll Call:** City Council members present: Mayor John Faber, Tracy Kunkel, Ron Lonneman, Joe Hornstein. Absent; Dean VonHoltum  
Public Utilities Commission present; Tannar Heronimus, Brent Henning, Jared Henriksen (8:02) Al Cox (8:05). Absent; Chad Loosbrock  
Staff members present: Acting Administrator/Clerk/Treasurer Rita Boltjes and Public Works Crew Leader Kendal Kane.
- 3. Pledge of Allegiance** was said at the start of the meeting.
- 4. Staffing; Community Assistant Associate**  
Thirteen applications were received for this position, three individuals were interviewed by the committee of Tracy Kunkel, Dean VonHoltum, Jared Henriksen and Jill Wolf. PUC Commissioner Cox arrived during this discussion.  
After review of the 100 point hiring system, city council motion by Kunkel, seconded by Lonneman, motion carried 4/0.  
PUC motion by Henriksen, seconded by Henning, carried 4/0 to offer the position to Sarah Lenz. It was noted that a 3% COL would be applicable, as with all employees, on 1/1/23. Other benefits will be as per the personnel policy.  
Consensus if the position is declined by Lenz, it be offered to the next applicant.
- 5. Adjournment:** City council motion by Lonneman, second by Hornstein, motion carried 4/0.  
PUC motion by Henriksen, second by Henning, motion carried 4/0 to adjourn the meeting  
at 8:10